



**City of Tigard Comprehensive Plan**

**Public Facilities and Services Policy Interest Team**

**August 23, 2007**

**6:30 – 8:30 pm**

**Agenda for Meeting #2**

6:30 – 6:40	Welcome Meeting Objectives Introductions Roles and Responsibilities	Darren Wyss  All
6:40 – 6:50	Comprehensive Planning Overview <ul style="list-style-type: none"><li>- schedule</li><li>- role of interest teams</li><li>- goals/policies/action items</li></ul>	Darren Wyss
6:50 – 7:10	Review of Results of Meeting #1	Darren Wyss
7:15 – 8:20	Overview of Draft Building Blocks Discussion: <ul style="list-style-type: none"><li>- additions</li><li>- changes</li><li>- deletions</li></ul>	Darren Wyss All
8:20 – 8:25	Overview of Next Steps	Darren Wyss
8:25 – 8:30	Closing Comments Adjourn	Darren Wyss



## **Policy Interest Team Roles and Responsibilities**

May 22, 2007

Thank you for volunteering to help the City of Tigard define important aspects of our draft Comprehensive Plan policies. When adopted, the Comprehensive Plan will guide our community's planning, actions and investments over the next 20 years. The Comprehensive Plan sets policy direction for the City and should reflect the community's values.

As you will see by our agenda, we have a lot to cover in the meetings we have scheduled. The meetings will be facilitated by City staff. We are eager to hear from all of you. Through the course of our work, please adhere to the following:

- ◆ Attend all meetings. If you are unable to attend, send your comments to staff in advance of the meeting.
- ◆ Review material provided in advance of the meeting.
- ◆ Ask questions for information or clarification, not to challenge or intimidate.
- ◆ Consider all opinions as valid and worthy of respect.
- ◆ Be willing to learn, compromise and/or negotiate.
- ◆ Aim for a consensus that is fair and in the best interest of the community.

# Public Facilities and Services Policy Building Blocks

## GOAL

**Goal 11.1    Develop and maintain a stormwater system that protects development, water resources, and wildlife habitat.**

## POLICY BUILDING BLOCKS:

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Stormwater produced from new developments must be properly planned for</b>	<ul style="list-style-type: none"><li>▪ CWS Stormwater Mngt Plan and Fanno Cr Watershed Mngt Plan are for protection of water quality and flood control.</li><li>▪ New development must comply with CWS Design and Construction Standards that have been adopted by the City.</li><li>▪ Current residents should not be required to subsidize new development.</li><li>▪ The City must ensure all new development is in compliance with the Clean Water Act, OARs, and ORS.</li><li>▪ <u>Access to stormwater infrastructure is important for future maintenance needs.</u></li></ul>

## Assembled Policy (example):

**The City shall require that all new development:**

- A.    construct the appropriate stormwater facilities or ensure construction by paying their fair share of the cost,**
- B.    complies with adopted plans and standards for stormwater management; and**
- C.    meets or exceeds regional, state, and federal standards for water quality and flood protection.**

**The City shall require unobstructed maintenance access to all stormwater infrastructure and easements.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Clean Water Services holds the combined NPDES and MS4 permits for the Tualatin River Basin</b>	<ul style="list-style-type: none"><li>▪ CWS submits a Stormwater Mngt Plan to DEQ.</li><li>▪ The 1997 Fanno Cr Mngt Plan directs drainage improvements and has been adopted by the City.</li><li>▪ CWS Design and Construction Standards have been adopted by the City.</li><li>▪ The City and CWS have an IGA outlining the work program for best management practices in the operation and maintenance of the system</li></ul>

## Assembled Policy:

**The City shall continue to collaborate with Clean Water Services in the planning, operation, and maintenance of a comprehensive stormwater management system for current and projected Tigard residents.**

**The City shall ensure the stormwater management system complies with all applicable federal, state, and regional regulations and programs.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>The stormwater system is a mix of natural and piped systems.</b>	<ul style="list-style-type: none"><li>▪ All stormwater is eventually removed from the community via a stream or river.</li><li>▪ Properly functioning riparian corridors and floodplains can help improve water quality and reduce stream bed scouring.</li><li>▪ Open drainage ways provide wildlife habitat as well as aesthetic value to the community.</li><li>▪ CWS Design and Construction Standards protect vegetated corridors (stream riparian areas).</li></ul>

Assembled Policy:

**The City shall maintain existing open drainage ways in their natural state for stormwater treatment and conveyance.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>A number of development practices exist to reduce stormwater runoff.</b>	<ul style="list-style-type: none"><li>▪ The voluntary habitat friendly development practices adopted by Tigard seek to protect wildlife habitat and include a number of low impact development strategies to reduce stormwater runoff.</li><li>▪ Green street concepts can help to reduce stormwater runoff through natural infiltration.</li><li>▪ The reconstruction of Burnham and Main Streets will incorporate green street concepts.</li><li>▪ Not all areas are conducive to all green street and low impact development practices because of topography, soil type, and land use intensity, but may benefit from certain treatments.</li></ul>

Assembled Policy:

**The City shall encourage low impact development practices and green street concepts to reduce the amount of and/or treat stormwater entering the system.**

The Policy Interest Team was interested in including language to move the habitat friendly development practices beyond voluntary.

The Policy Interest Team was interested in researching incentives for developers to incorporate green concepts into their design.

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>The maintenance and improvement of the stormwater system must be adequately funded to perform properly.</b>	<ul style="list-style-type: none"><li>▪ System development charges for new development can be used for capital projects identified in CWS plans.</li><li>▪ Surface water management fees can be used for operations and maintenance of infrastructure.</li><li>▪ High dollar capital projects identified in the CIP must have budgetary support to get completed.</li></ul>

Assembled Policy:

**The City shall develop sustainable funding mechanisms:**

- A. for stormwater system maintenance,**
- B. to improve deficiencies within the existing system; and**
- C. to implement stormwater system improvements identified in the Capital Improvement Plan.**

# Public Facilities and Services Policy Building Blocks

## GOAL

**Goal 11.2    Ensure a reliable, high quality water supply to meet the existing and future needs of the community.**

## POLICY BUILDING BLOCKS:

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>The City does not own a water source capable of meeting the current or future demand of its residents.</b>	<ul style="list-style-type: none"><li>▪ Three feasibility studies are in progress and will provide direction for long-term supply options.</li><li>▪ Tigard Beyond Tomorrow identified “Equity position in a regional water system by 2007” as a goal.</li><li>▪ Currently, the Tigard Water Service purchases nearly 90% of its supply.</li><li>▪ <u>Source and supply must be of high quality</u></li><li>▪ <u>Actions must not place a financial burden on the ratepayers</u></li></ul>

### Assembled Policy (example):

**The City shall secure an interest in a high quality, long-term water supply, which is financially feasible and reliable, ~~and of high quality~~, to serve the Tigard Water Service Area.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>The Tualatin Valley Water District supplies water to the northeast area of the City.</b>	<ul style="list-style-type: none"><li>▪ The TVWD has recently updated its Water Master Mngt Plan.</li><li>▪ New development within the City served by TVWD must ensure adequate supply and pressure before land use approval.</li><li>▪ The City has no role in the operation or management of TVWD.</li></ul>

### Assembled Policy:

**The City shall coordinate with Tualatin Valley Water District to ensure adequate supply and pressure to meet consumption and fire protection needs for the portion of Tigard they serve.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>The Tigard Water Service is set up as an enterprise fund, operating solely on revenue the system creates.</b>	<ul style="list-style-type: none"><li>▪ <del>System development charges for new development and connections.</del></li><li>▪ Water consumption rates must be sufficient to recover costs of operation.</li></ul>

### Assembled Policy:

**The City shall ensure Tigard Water Service operations remain financially self-supporting.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>System Development Charges ensure ratepayers are not subsidizing new connections.</b>	<ul style="list-style-type: none"><li>▪ New development and connections create additional supply, transmission, and storage needs.</li><li>▪ <u>System Development Charges are earmarked for specific use</u></li></ul>

Assembled Policy:

**The City shall require all new connections within the Tigard Water Service Area to pay a system development charge.**

Action Measure: Research and implement an SDC structure that doesn’t penalize residential structures for installing a fire sprinkler system.

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>New development must ensure potable water is available.</b>	<ul style="list-style-type: none"><li>▪ Connections to a public water supply ensure high quality drinking water and protection of ASR wells.</li><li>▪ New development should pay for the costs associated with hooking up to the system.</li><li>▪ Adequate pressure must be available to meet consumption and fire protection needs.</li><li>▪ Future expansion of the system must be planned during the development design phase.</li></ul>

Assembled Policy:

**The City shall require that all new development:**

- A. connect to a public water system,**
- B. pay a system development charge and other costs associated with extending service,**
- C. ensures adequate pressure to meet consumption and fire protection needs; and**
- D. extend adequately sized water lines with sufficient pressure to the boundaries of the property for anticipated future extension.**

**The City shall develop and maintain a water system master plan to coordinate the improvement and expansion of Tigard Water Service Area infrastructure to serve current and projected demand.**

**The City shall require unobstructed maintenance access to all public water infrastructure and easements.**

Policy Interest Team raised the issue if the pressure is not available, how could the City enforce hooking up to the system



<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>Water conservation can help keep operation and maintenance costs down.</b>	<ul style="list-style-type: none"><li>▪ The City has a Water Conservation Coordinator on staff to help educate the public.</li><li>▪ Water supply is a finite resource that must be used wisely.</li><li>▪ Ensuring no leaks in the system greatly impacts the amount of water purchased and used.</li></ul>

Assembled Policy:

**The City shall encourage water conservation through education programs and maintenance of the system.**

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>Municipal water supply needs protection from contamination.</b>	<ul style="list-style-type: none"><li>▪ The City has made a substantial investment in ASR wells.</li><li>▪ Personal well drilling has the potential to disrupt ASR function and cause contamination.</li><li>▪ The City must follow state law regarding the drilling of personal wells and should collaborate during the process of permitting and review.</li><li>▪ Backflow devices are important in controlling contamination of the water supply</li></ul>

Assembled Policy:

**The City shall prohibit activities that have the potential for contamination of the municipal water supply.**

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>The Oregon Dept of Human Services and Water Resources Dept license water distribution systems.</b>	<ul style="list-style-type: none"><li>▪ Sanitary <u>Water quality and operation</u> surveys are performed every three years and rate the operating conditions, staff credentials, and maintenance of the system.</li><li>▪ Water quality standards have been developed and must be met.</li></ul>

Assembled Policy:

**The City shall comply with all state and federal laws and regulations relating to potable water.**

# Public Facilities and Services Policy Building Blocks

## GOAL

**Goal 11.3    Develop and maintain a wastewater collection system that meets the existing and future needs of the community.**

## POLICY BUILDING BLOCKS:

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Wastewater collection and disposal is important for the health, safety, and welfare of the community.</b>	<ul style="list-style-type: none"><li>▪ New development should connect to the system.</li><li>▪ The community should not subsidize the expansion of the system for new development.</li><li>▪ Wastewater plans have been developed by CWS to ensure proper functioning and capacity of the system.</li></ul>

## Assembled Policy (example):

- 1.    The City shall require that all new development:**
  - A.    connects to the public wastewater system and pays a connection fee,**
  - B.    constructs the appropriate wastewater infrastructure; and**
  - C.    complies with adopted plans and standards for wastewater management.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>CWS holds the NPDES permit for the Tualatin Basin wastewater system.</b>	<ul style="list-style-type: none"><li>▪ The City cooperates in the planning of the system.</li><li>▪ The City holds an IGA with CWS for operation and maintenance of the system</li><li>▪ Good planning is essential to a well-functioning system.</li></ul>

## Assembled Policy:

**The City shall continue to collaborate with Clean Water Services in the planning, operation, and maintenance of a comprehensive wastewater management system for current and projected Tigard residents.**

**The City shall ensure the wastewater management system complies with all applicable federal, state, and regional regulations and programs.**



<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Septic systems can cause water quality problems if not functioning properly.</b>	<ul style="list-style-type: none"><li>▪ Septic systems are permitted by Washington County.</li><li>▪ The City has a program that extends the wastewater system to unserved neighborhoods.</li><li>▪ Connection to the wastewater system is beneficial to the health, welfare, and safety of the community.</li><li>▪ <u>OAR 340-71-0160 regulates onsite wastewater treatment systems</u></li></ul>

Assembled Policy:

**The City shall prohibit the repair or replacement of septic tank systems within the City, to the extent it has jurisdiction, unless it is not feasible to connect to the wastewater system.**

The Policy Interest Team asked about the financial impacts of being made to connect with the wastewater system compared to the cost of repairing a septic system.

The Policy Interest Team asked for an action measure to create a program for scheduled payments for residents who cannot financially afford the price of hook-up.

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>The City’s interest lies in providing services to its residents.</b>	<ul style="list-style-type: none"><li>▪ To be equitable, services should be paid for in fair share by everyone receiving them.</li><li>▪ State law outlines the rules regarding the provision of city services to rural lands</li></ul>

Assembled Policy:

**The City shall require annexation prior to any property receiving wastewater services.**

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>Operation and maintenance is critical to the proper function of the system.</b>	<ul style="list-style-type: none"><li>▪ The City collects a service fee that is used to fund the operation and maintenance of the system.</li><li>▪ The City and CWS have an agreement on the allocation of connection and service fees.</li><li>▪ The City must have access to infrastructure in order to properly maintain the system.</li></ul>

Assembled Policy:

**The City shall ensure wastewater fees are adequate to fund the operation and maintenance of the system.**

**The City shall require ~~unobstructed~~ maintenance access to all wastewater infrastructure and easements.**

# Public Facilities and Services Policy Building Blocks

## GOAL

**Goal 11.4    Ensure adequate public facilities and services to serve meet the health, safety, education, and leisure needs of all Tigard residents.**

## POLICY BUILDING BLOCKS:

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>The Community Investment Plan outlines 5-year public needs and costs.</b>	<ul style="list-style-type: none"><li>▪ Allows for the organized planning of public facility and service expansion.</li><li>▪ Provides a clear path to follow and allows the community to view where the budget is coming from and will be spent.</li><li>▪ Creates orderly provision of public facilities and services.</li></ul>

### Assembled Policy (example):

**The City shall continue to develop and maintain a ~~Community Investment Program~~ Capital Improvement Plan to help provide for the orderly provision of public facilities and services.**

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>As the community grows, so shall the public facilities and services.</b>	<ul style="list-style-type: none"><li>▪ Police, fire, schools, and municipal government must provide adequate service to meet the demand of the community.</li><li>▪ <u>Coordination is important to plan for growth and expansion of infrastructure</u></li><li>▪ <u>Long-term financing must be stable to meet demands of growth</u></li></ul>

### Assembled Policy:

**The City shall support the delivery of accessible public facilities and services through ensuring adequate administrative and general governance services.**

**The City shall coordinate the expansion and equitable, long-term funding of public facilities and services with the overall growth of the community.**

<u>Policy Principle (Cornerstone) :</u>  <b>Public safety and health is important considerations in planning new development.</b>	<u>Other Building Blocks (actions and results)</u>  <ul style="list-style-type: none"><li>▪ Police and fire services must have <u>adequate</u> access and a safe environment to operate within.</li><li>▪ There must be adequate service to serve the development.</li><li>▪ Police and fire services should review all proposed development applications.</li><li>▪ Fire services plan <u>review</u> fire hydrant location and <u>water</u> pressure <u>to ensure meeting fire code</u>.</li><li>▪ Fire code requirements are inspected by City staff.</li></ul>
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Assembled Policy:

- The City shall require that all new development:**
- A. can be provided fire and police protection,**
  - B. provide Tigard Police, Tualatin Valley Fire and Rescue, and the school districts the opportunity to comment on the proposal,**
  - C. has sufficient fire hydrants and fire flow,**
  - D. has a street layout and design that is accessible by emergency vehicles; and**
  - E. has buildings that meet fire and building code requirements.**

<u>Policy Principle (Cornerstone) :</u>  <b>Limited developable land is available for new facilities.</b>	<u>Other Building Blocks (actions and results)</u>  <ul style="list-style-type: none"><li>▪ TVF&amp;R and the school districts may have the need for new facilities within Tigard.</li><li>▪ The City must cooperate in the planning for any new facilities to ensure they meet the needs of all.</li></ul>
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Assembled Policy:

**The City shall work with partner agencies and districts in the planning and locating of their new facilities.**

<u>Policy Principle (Cornerstone):</u>  <b>Library services have been identified as important to the community.</b>	<u>Other Building Blocks (actions and results)</u>  <ul style="list-style-type: none"><li>▪ Adequate funding must be in place to provide necessary services to the community.</li><li>▪ Appropriate facilities and locations are also very important.</li><li>▪ <u>The Senior Center is also an important resource and facility in the community.</u></li></ul>
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Assembled Policy:

**The City shall ensure library services are accessible to the community and are sufficient to meet user demands.**

**The City shall ensure the Senior Center is available to serve the needs of the community.**

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>School districts plan for projected enrollments based on housing and potential new development.</b>	<ul style="list-style-type: none"><li>▪ Coordination between the City and districts is important to ensure planning effort is consistent.</li><li>▪ New development impacts school enrollment differently based on the type of development.</li></ul>

Assembled Policy:

**The City shall coordinate with the school districts to ensure adequate capacity to serve new development proposals.**

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>City services should be accessible and adequate to support the community.</b>	<ul style="list-style-type: none"><li>▪ Downtown Tigard is a central location to the community.</li><li>▪ The Downtown Tigard Improvement Plan recommends for municipal services in the Downtown.</li><li>▪ Municipal buildings and staff must be in place to serve the needs of the community.</li><li>▪ <u>Public Works fleet may not be the best use in downtown.</u></li></ul>

Assembled Policy:

**The City shall locate appropriate municipal administration offices and services in downtown Tigard.**

<u>Policy Principle (Cornerstone):</u>	<u>Other Building Blocks (actions and results)</u>
<b>Responding to emergencies is critical to the health and welfare of the community.</b>	<ul style="list-style-type: none"><li>▪ Planning for emergencies is part of a successful response to them.</li><li>▪ Coordination and collaboration with neighboring jurisdictions and districts is important.</li><li>▪ The City currently maintains an Emergency Operations Plan.</li></ul>

Assembled Policy:

- The City shall:**
- A. plan for and provide sufficient resources to respond to emergencies;**
  - B. coordinate and collaborate with the appropriate jurisdictions, agencies, and districts for emergency response;**
  - C. participate in emergency preparedness exercises on a periodic basis; and**
  - D. maintain an Emergency Operations Plan that is updated on a regular basis.**

# Public Facilities and Services Policy Building Blocks

## GOAL

**Goal 11.5    Ensure private utilities provide the needed energy and communication services for the community.**

## POLICY BUILDING BLOCKS:

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Private utilities provide energy and communication services through franchise agreements.</b>	<ul style="list-style-type: none"><li>▪ New development must be served by energy and communication services and is responsible for coordinating their availability.</li><li>▪ Above ground wires are not aesthetically pleasing to most of the community and placing the lines underground is an easier process during development.</li><li>▪ Easements are sometimes necessary to ensure access for the maintenance of the utilities.</li></ul>

### Assembled Policy (example):

- The City shall require that all new development:
- A.    secures the required energy and communication utilities,
  - B.    places new utilities underground, when feasible, or pays an in-lieu-of fee when crossing or adjacent to a public right-of-way; and
  - C.    provides necessary easements for energy and communication services.

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Many existing utilities are located above ground and are unsightly.</b>	<ul style="list-style-type: none"><li>▪ During redevelopment or during road construction, the opportunity arises to underground utilities.</li><li>▪ It is not always feasible to re-route utilities underground.</li><li>▪ <u>Potentially hazardous during storm condtions</u></li></ul>

### Assembled Policy:

The City shall require the placement of existing services underground, when feasible, or pay an in-lieu-of fee during redevelopment or street construction.

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Coordinated expansion of utilities helps avoid conflicts in the right-of-way.</b>	<ul style="list-style-type: none"><li>▪ Current and planned infrastructure must be efficiently developed and maintained.</li><li>▪ Multiple street cuts increase public costs.</li></ul>

### Assembled Policy:

The City shall coordinate with private utilities during installation to minimize public costs to maintain curbs, gutters, streets, and sidewalks.

<u>Policy Principle (Cornerstone) :</u>	<u>Other Building Blocks (actions and results)</u>
<b>Wireless communication towers have a visual impact upon the community.</b>	<ul style="list-style-type: none"><li>▪ Collocation of wireless communication services can reduce the impact of towers.</li><li>▪ Collocation can also reduce  costs to the service providers.</li></ul>

### Assembled Policy:

The City shall require the collocation of wireless communication services on existing towers whenever possible.